



Attachment 5

CITY OF EL PASO DE ROBLES

"The Pass of the Oaks"

October 2, 2013

Dana Lilley, Supervising Planner
Planning Department
County Government Center
San Luis Obispo, CA 93446

Re: 2013 CDBG funds: Transfer Between Two Activities

Dear Mr. Lilley:

Resolution 13-026, by which our City Council allocated 2013 CDBG Funds, provides that \$25,166 was to be allotted to Transitional Food and Shelter (TFS) for motel vouchers or rents in apartments to be occupied by medically-fragile homeless persons for periods not exceeding six months per client. This resolution also provides that:

- Prior to July 1, 2013, the applicant shall demonstrate that they have capacity to meet Federal regulations governing accounting and audits and in participating in the County of San Luis Obispo's Homeless Management Information System (HMIS).
- Another qualified non-profit public service organization may sponsor TFS's program to provide emergency shelter for medically-fragile persons by becoming the grantee and executing subrecipient agreement with the City of Paso Robles to carry out this program with the assistance of TFS.

The staff report to the City Council supporting Resolution 13-026 indicated that the subject CDBG funds could also be transferred to El Camino Homeless Organization (ECHO), which operates a homeless shelter with volunteer labor and would be a "qualified non-profit public service organization.

On May 20, 2013, the City received a letter from TFS declining the award of 2013 CDBG Funds and agreeing to transfer the reward to ECHO. As a result of the previous action by the City Council and action by TFS to decline those funds, the 2013 CDBG Funds are now allocated to ECHO. No further action by the City Council is needed.

The City, therefore, requests that the County affirm the City's decision to provide \$25,373 in 2013 CDBG Funds (the adjusted award amount following the County's notification to the City on 2013 that the City's allotment of 2013 CDBG funds would be lower than had been estimated at the time Resolution 13-026 was adopted) to ECHO for use either as operating expenses for ECHO's shelter or for provision of services such as homeless case management that support TFS' mission. Both uses would be consistent with the intent of Resolution 13-026.

If you have any questions about this matter, please contact Ed Gallagher, Community Development Director at 237-3970 or via e-mail at ed@prcity.com.

Sincerely,



James L. App,
City Manager

ED\CDBG\Dana Letter re Admin Transfer for 2013 TFS Funds 100213